

7/1/94  
H1

Bulletin No. 94-14

P-2560

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P-2560      Miscellaneous      (Continued)

H.      Passalong and Child Support

This section applies to the following situations:

1.      **Group 1 members of the Welfare Restructuring Project for passalong while receiving ANFC and for child support after ANFC closes.**
2.      **Group 2 and 3 members of the Welfare Restructuring Project for child support payments after ANFC closes and after any administrative period for excess-of-grant. Passalong is always excluded.**
3.      **Recipients of child support who are not now ANFC recipients and have never been assigned to a Group of the Welfare Restructuring Project.**

**See P-2560 I for how to count child support for a Group 2 or 3 member who receives ANFC or is in the administrative period for excess-of-grant.**

ACCESS will automatically insert passalong (for ANFC Group 1 members) and child support (for households not receiving ANFC) in the Food Stamps budget. See P-2260 C for information on passalong check generation for Group 1 members.

Passalong and/or child support used in the Food Stamp budget in any given month will be an estimate based on child support received and intended for a period two months ago. For an ANFC household, the passalong amount is a maximum of \$50. For a non-ANFC household, the entire amount of child support received will be issued.

Examples:    ANFC Case:    On January 6th, OCS receives \$75 **for January for a Group 1** member. The passalong check for \$50 is mailed January 7th. In the Food Stamp budget for March, we'll estimate a \$50 passalong.

Non ANFC case:    On February 27, OCS receives \$100 in child support for February and the full amount is mailed to the Food Stamps client on February 28. Even though the client will not receive it until March, it is intended for February and will therefore be the estimate in April's Food Stamps budget.

When an estimate is less than the amount the client actually receives:    Because we are using the best information available at the time, no overpayment will occur.

Example:    For March, OCS receives \$30 in child support and sends it to the client. The Food Stamp budget in May uses \$30. However, on May 15th the client receives a \$50 check for support OCS received on May 13th. This information was known too late to make a change. No

overpayment occurred.

When an estimate is greater than the amount the client actually receives: Do not issue a supplement unless the client requests it because a passalong or child support check has not been received. When you receive the request:

Vermont

PROCEDURES

Food

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H2

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P-2560    Miscellaneous    (Continued)

H.    Passalong and Child Support    (Continued)

- 1) Look at INQD to see if a check has been sent this month. The date in INQD is the date the check was generated. It is mailed the next day. If a check has been sent or will be sent, tell the client. If a replacement check is needed, tell the client to call OCS at 1-802-241-2713. If no check has been sent, continue.
- 2) Evaluate the client's information and the noncustodial parent's payment history.

If it is reasonable that the client will receive less than anticipated in the calendar month, issue a supplement through FIAT. Examples of reasonable situations are:

A noncustodial parent quit a job two months ago, is not eligible for unemployment compensation, and still is not working.

A noncustodial parent died last month, support has been paid from the final paycheck, and the rest of the estate is tied up in the courts.

It is not reasonable to make this assumption solely because the noncustodial parent is eligible for unemployment compensation or child support payments are irregular.

Document your decision in the case file and send a DSW 220 (Notice of Decision).

If you cannot reasonably be sure that the client will receive less than anticipated, continue.

- 3) Ask the client to call back after the last postal delivery of the month if no check has been received (or a lesser amount than estimated has been received). When the client calls, look at INQD to see if a check was sent. If no check was sent, or if the total is less than estimated, issue any additional stamps through FIAT and send a DSW 220 (Notice of Decision).

Example: We estimate \$80 child support in the February Food Stamps budget. A client calls you on February 10th to say she has not received any child support and wants more Food Stamps. February 28th is the last postal delivery day in February, so you tell her to

call back if she still hasn't received a check after that mail delivery. On March 1, she calls back. You look at INQD, which shows no child support check sent in February. Use a DSW 203C (Food Stamp Eligibility Worksheet) to determine what additional benefits she is entitled to. Issue them through FIAT and send a notice.

When a replaced passalong or child support check is received after the last postal delivery date in the month: Since it was not received in the month we anticipated, use FIAT to issue benefits for the underpayment in that month and send a notice. The replaced check is counted as income in the month received if no other passalong or child support is received that month (we continue to estimate only one month's receipt of passalong or child support).